



Cass County Highway Department

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Cass County Policy on INSTALLATION AND MAINTENANCE OF MAILBOX SUPPORTS

Adopted by Cass County Board of Commissioners - March 19, 2002

It is the goal of Cass County to provide public rights of way for the traveling public that are safe, efficient, and are free of unnecessary hazards, while providing minimum inconvenience to property owners. Minnesota law declares certain mailbox installations to be a public nuisance, a road hazard, and a danger to the health and safety of the traveling public (Minnesota Rules Chapter 8818), and authorizes the road authority to remove and replace such a support (Statute 169.072).

I. Replacement of Mailbox Supports under County Highway Improvement Program

Cass County will provide and install at the County's expense, conforming mailbox supports within the limits of all Cass County highway reconstruction and highway resurfacing projects. The County is able to provide this service only on reconstruction/resurfacing projects since they are an eligible state aid expense and are therefore reimbursable.

II Replacement of Unlawful Mailbox Supports and Installations

Any mailbox support deemed unlawful by the Cass County Highway Department, as defined by Minnesota Rules Chapter 8818 (attached), shall be replaced. Once a support is deemed unlawful, the owner will be notified in writing, that the owner shall replace within 60 days. As an incentive to use approved supports, the County provides the following options:

- (1) The owner may purchase the support from the County at the current rate (see Addendum No. 1), install it his(her)self, and remove the unlawful support.
- (2) The County will furnish and install an approved support for the fee currently in effect (see Addendum No. 1). Owner must remove unlawful support.
- (3) The County will furnish and install an approved support and remove the unlawful support for the fee currently in effect (see Addendum No. 1).

An unlawful support remaining after the expiration of the 60-day time period will be removed and replaced by the County at the owner's expense up to \$75.00 to cover the costs incurred.

III Replacement of Damaged Mailbox Supports by Cass County

The Highway Department will replace all lawful mailbox supports damaged by County equipment during snowplowing operations or other maintenance activities provided the support was properly installed according to U.S. Postal and Cass County Highway Department standards (see Attachment). The County will not replace supports damaged by third parties.

IV Mailbox Support Requirements part of Access Permits

The Cass County Highway Department will require that all mailbox supports associated with the issuance of an access permit be constructed in accordance with the Department's specifications for lawful supports. The property owner will pay for the cost of the supports. The County will furnish and install an approved support for the fee currently in effect (see Addendum No. 1). The owner may opt to purchase the support from the County at the current rate (see Addendum No. 1), and install it his(her)self.

V Miscellaneous Attachments to Mailbox Supports

Newspaper delivery boxes, advertisement delivery boxes, nameplates, address plates, etc., shall not be installed underneath the mailbox, whether attached to the mailbox support or on a separate post. The area underneath the mailbox shall remain free of obstructions in order to allow the unhindered passage of the snowplow wing blade. Obstacles interfering with the wing blade force the plow to swerve, often into the oncoming lane, creating an unsafe situation for motorists and plow operators.

VI Ownership of Mailbox Supports

Mailboxes and mailbox supports are the property of the mail route patron. Cass County does not issue written permits for the placement of mailboxes within the road right-of-way, nor do our easements provide for mailbox construction. All mailboxes placed within the road right-of-way are placed there at the owner's risk. Replacement or installation of mailbox supports by the County does not signify any change of ownership. The support remains the property of the owner and it is the owner's responsibility to maintain to conformance standards.

VII Interruption of Mail Delivery

When the County must remove and replace a mailbox support, it shall be done in such a manner as to cause no interruption of mail delivery if at all possible.

VIII Spacing of Mailbox Supports

In accordance with Minnesota Rules Chapter 8818, mailbox supports shall be spaced no closer than 30 inches.

IX Call Before You Dig (Gopher State One Call)

48 hours prior to installation of any new mailbox support, contact the Gopher State One Call for utility locates (1-800-252-1166).

POLICY FOR INSTALLATION AND MAINTENANCE OF MAILBOX SUPPORTS

Revised ADDENDUM NO. 1

FEE SCHEDULE

(March 2002 - revised June 20, 2006)

Mailbox supports will be available for purchase by any property owner in Cass County.

Option 1. Approved Mailbox Support \$25.00

Due to liability concerns, the Cass County Highway Dept. will only install Mailbox Supports at locations along roadways under the County's jurisdiction (County State Aid Highways and County Roads).

Option 2. County-Installed Mailbox Support \$60.00

Option 3. County-Installed Mailbox Support
and Removal of Old Support \$70.00



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FEE SCHEDULE and OPTIONS FOR COUNTY PROVIDED MAILBOX SUPPORTS

Please indicate the option you choose.

Mailbox supports will be available for purchase by any property owner in Cass County.

Option 1. _____ Approved Mailbox Support - - - - - \$25.00
If you choose this option, you may pay for and pick up a support at the Cass County Highway Dept, 8045 Co. 12 NW, Walker, Mn , or, mail this form with payment, and a receipt will be returned to you which you should take to a Highway Department Maintenance Shop to pick up your mailbox support.

Due to liability concerns, the Cass County Highway Dept. will only install mailbox supports at locations along roadways under the County's jurisdiction (CSAH and County Roads).

Option 2. _____ County-installed Mailbox Support - - - - \$60.00
If you choose this option, the County will install the support for you. It is your responsibility to mark the location where you want the support installed, and remove the old mailbox support, if there is one.

Option 3. _____ County-Installed Mailbox Support and Removal of Old Support - - - \$70.00
If you choose this option, the County will furnish and install an approved support and remove the existing support.

Return this form with payment to: Cass County Highway Department
P.O. Box 579
Walker MN 56484

NOTE: All mailbox supports must be paid for in advance by sending a check to the Cass County Highway Department, P.O. Box 579, Walker, Mn 56484. No money can be collected at the Maintenance Shops or by Highway personnel outside of the office.

Name: _____

Address: _____

Telephone No: _____

Payment enclosed: _____